

March 2013 Agenda

Toombs County Board of Commissioners Agenda

Large Courtroom March 19, 2013 5:30PM

Regular Board Meeting

Call to Order

Invocation -

Approve Agenda

Approval of Minutes: February 12, 2013 Regular Board Meeting

Public Participation

Development Authority Report

County Manager Report

Financial Report

EMS Report

Update on New EMS Building

Total Quality Management Program - Update

Payroll û Direct Deposit - Update

Worker's Comp Safety Discount Program

Appointment of Hofstadter and Associates as Project Manager of 2013 LMIG Program

Appointment of CDBG Administrator and Architect

Approval of CDBG Lease Agreement

Approval of Intergovernmental Service Agreement û Toombs County and City of Lyons û Jail

Reimbursement Fee Agreement

Approval of County Extension Personnel Contract/MOU Employee Recognition

Solicitor General of Toombs County Resignation

Commissioners Comments

Executive Session

Adjournment

Toombs County Board of Commissioners

Work Session

Agenda

Large Courtroom

March 19, 2013

15 minutes after Regular Board Meeting Adjournment

EMA

Fire Departments

March 2013 Meeting

TOOMBS COUNTY BOARD OF COMMISSIONERS

LARGE COURTROOM

MARCH 19, 2013 5:30PM

REGULAR MEETING

PRESENT: MICHAEL BLAKE TILLERY, JEFF MCCORMICK, WENDELL HUGH DIXON, DENNIS DARRIEL NOBLES, HOWARD KAULFOLD, JOHN M. JONES, AND BELINDA WHIRLEY

Call to Order: Chairman Tillery called the meeting to order at 5:30pm.

Invocation: Barry Gibson gave the invocation.

Approval of Agenda: Commissioner Nobles made a motion seconded by Commissioner Dixon to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes: Commissioner Dixon made a motion seconded by Vice-Chairman McCormick to approve the minutes with an amendment on 2nd page 4th paragraph to read 6 months instead of 6 to 8 weeks. Motion carried unanimously.

Public Participation: Bonnie Brantley appeared before the Commission to invite them to a Signing of Passenger Safety Proclamation on April 8th at 5:30pm at the Americ Inn in Vidalia. There will be safety checks for child seats and the public is welcome to attend.

Development Authority Report: NONE

County Manager Reports:

Financial Report: County Manager Jones informed the Commission that local sales tax collections are down 12% this month compared to this time last year. Also, he reported that the initial collection of the new transportation sales tax is less than expected by about \$9,000. Jones said collections of \$30,000 had been projected in the first month, but only \$21,000 was collected.

At the same time, the county is expecting quotes on county employee health insurance soon and Jones is anticipating premium increases of between 15% and 25%.

He alerted the Commissioners that adjustments to the county budget may be necessary unless something changes in the next few months.

EMS Report: Jones informed the Commission that revenues were \$116,128.06 with expenditures of \$135,918.91 for the month of February. There were 408 calls for the month of February.

Update on New EMS Building: Manager, Jones gave an update that the EMS Building is complete but rain has slowed down the landscaping process. Hopefully, a ribbon cutting will be set within the next month.

Total Quality Management Program: Jones reported that the roster for the Total Quality Management Team has been completed and monthly meetings will begin in March.

Payroll-Direct Deposit Update: Manager, Jones informed the Commission that forms have been sent out to employees for direct deposit enrollment. The module for our software has been ordered and we anticipate the start up around mid April.

Worker's Comp Safety Discount Program: Commissioner Dixon made a motion seconded by Commissioner Nobles to approve the Worker's Comp Safety Discount Program. Motion carried unanimously.

Appointment of Hofstadter & Associates as Project Manager of 2013 LMIG Program: Vice-Chairman McCormick made a motion seconded by Commissioner Nobles to approve the recommendation to appoint Hofstadter & Associates as Project Manager of the 2013 LMIG Program. Motion carried unanimously.

Appointment of CDBG Administrator & Architect: Commissioner Dixon made a motion seconded by Vice-Chairman McCormick to appoint ALAG, Inc. as Administrator and Richard Hill as Architect of the CDBG Project.

Approval of CDBG Lease Agreement: Vice-Chairman McCormick made a motion seconded by Commissioner Dixon to table until the County Attorney has an opportunity to look over it.

Approval of Intergovernmental Service Agreement: Commissioner Dixon made a motion seconded by Commissioner Nobles to approve the Intergovernmental Agreement between Toombs County and the City of Lyons. Motion carried unanimously.

Approval of County Extension Contract/MOU: Commissioner Nobles made a motion seconded by Commissioner Dixon to approve the Memorandum of Understanding with the County Extension Service. Motion Carried unanimously.

Employee Recognition: As part of its employee recognition program, Charles Newsome was thanked for 35 years as a county employee. He currently works at the landfill.

The Commission also named County Ordinance Control Officer, Skipper Smith as the Toombs County Employee of the month for February.

Solicitor General of Toombs County Resignation: The Commission accepted the resignation of county Solicitor Paul Threlkeld who is moving to a law firm in Savannah.

Commission Comments: Vice-Chairman McCormick commended the Road Department for all their work during the rain. In addition, Commissioners Dixon and Nobles also thanked the department for the good job they have done during this time.

Executive Session: Vice-Chairman McCormick made a motion seconded by Commissioner Dixon to go into executive session to discuss future acquisition of real estate. Motion carried unanimously.

Vice-Chairman McCormick made a motion seconded by Commissioner Dixon to end the executive session. Motion carried unanimously.

No action was taken as a result of executive session. The county is considering a recycling program at the county landfill for plastic, cardboard and glass. In addition, the county is looking for property to open new convenience centers in the north and south parts of the county.

Adjournment: There being no further business the meeting adjourned on a motion made by Vice-Chairman McCormick seconded by Commissioner Dixon. Motion carried unanimously.

TOOMBS COUNTY BOARD OF COMMISSIONERS

LARGE COURTROOM

MARCH 19, 2013 6:15PM

WORKSHOP

PRESENT: MICHAEL BLAKE TILLERY, JEFF MCCORMICK, WENDELL HUGH DIXON, DENNIS DARRIEL NOBLES, HOWARD KAULFOLD, JOHN M. JONES, AND BELINDA WHIRLEY

Call to Order: Chairman Tillery called the workshop to order.

EMA: Lynn Moore, EMA Director thanked the Commission for the invitation to meet and talk about the EMA Department.

Moore updated the Commission concerning training, certifications and the responsibilities of EMA.

Fire Departments: Johnny Moser, County Fire Chief commented that he and the other two fire chiefs appreciate the commission being interested in the County Volunteer Fire Departments. He is working on procedure provisions. Moser reiterated that he appreciates the Commission's interest in the fire service for Toombs County.

Wayne Brantley, Fire Chief of the Cedar Crossing Volunteer Fire Department informed the Commission that his department has training once a month on the 3rd Monday of each month.

Chief Brantley indicated that that there are 26 volunteers at this time and that all volunteers are required to have Firefighter 1 or 2 Certifications within 12 months of joining.

Also, Brantley told the Commission that the department's responsibilities are to respond to fires in a safe and timely manner, to follow instructions from the chief or designate in order to put out fires safely and save lives.

Larry Stephens, Fire Chief of the Marvin Yancey Volunteer Fire Department informed the Commission that his department has training once a month on the 3rd Monday of each month.

Chief Stephens informed the Commission that that there are 15 volunteers at this time and that all volunteers are required to have Firefighter 1 or 2 Certifications within 12 months of joining.

In addition, Stephens told the Commission that the department's responsibilities are to respond to fires in a safe and timely manner by following instructions of the chief in order to put out fires safely and save lives.

Chairman Tillery and Commissioner Dixon commented that the Commission really appreciates the work that each department is doing.

Adjournment: There being no further business the workshop ended at 8:50 PM.